

COMPENSATION BOARD DOCKET #21/02

August 27, 2020

Due to the declared State of Emergency and because of the unique characteristics of the COVID-19 virus making it impracticable and unsafe for the Compensation Board members and necessary staff to assemble in a single location, the Compensation Board is conducting this meeting electronically pursuant to § 4-0.01, paragraph g. of Chapter 1283, 2020 Acts of Assembly (effective April 24, 2020). The Compensation Board is meeting electronically at this time to continue operations and discharge of the agency's lawful purposes, duties and responsibilities.

307-21-02: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
VARIOUS	SHERIFFS/ SUPERINTENDENTS	August 25, 2020 - Officers request to transfer accumulated Vacancy Savings to Temporary/Office Expense categories.	\$0.00	Approved per the Compensation Board's FY21 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

FIPS	Office Code	Locality Name	Request Date	From Category	To Category	Amount Available	Amount Requested
087	307	Henrico County	8/15/2020	Vacancy Savings	Temporary	\$19,891.18	\$19,891.18
175	307	New Kent County	8/15/2020	Vacancy Savings	Temporary	\$18,906.00	\$8,906.00
175	307	New Kent County	8/15/2020	Vacancy Savings	Office Expense	\$0.00	\$10,000.00
405	307	Albemarle/Charlottesville Jail	8/19/2020	Vacancy Savings	Temporary	\$34,806.79	\$34,806.79
455	307	Western Tidewater Reg. Jail	8/19/2020	Vacancy Savings	Office Expense	\$15,757.58	\$15,787.58
475	307	Hampton Roads Reg. Jail	8/17/2020	Vacancy Savings	Temporary	\$78,692.17	\$78,692.17
480	307	New River Valley Reg. Jail	8/19/2020	Vacancy Savings	Temporary	\$126,109.67	\$126,109.67
493	307	Middle River Reg. Jail	8/17/2020	Vacancy Savings	Temporary	\$45,078.87	\$45,078.87
495	307	Meherrin River Reg. Jail	8/15/2020	Vacancy Savings	Office	\$150,626.55	\$150,626.55
496	307	RSW Reg. Jail	8/19/2020	Vacancy Savings	Office	\$90,793.13	\$90,793.13
Total						\$580,661.94	\$580,661.94

BUENA VISTA CITY	SHERIFF	August 25, 2020 - Officer requests to transfer the remaining salary of vacant position 0003 to Temporary funds for the fiscal year 2021.	\$0.00	Approved per the Compensation Board's FY21 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.
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FIPS	Office Code	Locality Name	Request Date	From Category	Class Code	To Category	Current Salary	Requested Salary	Prorated Amount
530	307	Buena Vista	8/27/2020	Temporary	SECI	Temporary	24,494	24,494	22,452.83
Totals							24,494	24,494	22,452.83

307-21-02: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>CONSENT DOCKET</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
NORTHUMBERLAND COUNTY	SHERIFF	<p>May 18, 2020 Officer requests reconsideration of the position reallocation policy and the potential reduction of 1 permanent L7 position in FY21, and notes several extenuating circumstances for consideration.</p> <p>Northumberland County is a waterfront property that has a large increase in tourist population which is currently largely impacted by the pandemic.</p> <p>With an increase in population and a backlog in court cases, the Officer predicts more crime, more driving offenses, domestic cases, and a larger case load overall in the courts.</p> <p>Officer states that Northumberland County has a multi-jurisdictional Grand Jury and the Circuit Court Judge has requested that additional security be provided within the courtroom and the courthouse.</p> <p>Due to the backlog from the courts closing, there is also a backlog in the number of papers that will need to be served.</p> <p>Officer also states that he is not able to allow his part-time hourly staff to work in excess of 29 hours per week, and for all of these reasons all of his deputy positions are needed to provide safety and security in his county.</p> <p>Officer states there is no data collected within the county to quantify the seasonal and COVID-19 increases in population; however, the number of houses sold has increased from 240 for the entire previous year, to 260 in the current year to date. This data is from MLS Real Estate information.</p>		\$0.00	The Compensation Board approved a one-time exception to the position reallocation policy for one position in FY21, based upon the unique circumstances specified by the officer.

772-21-02: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>CONSENT DOCKET</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
ESSEX COUNTY	COMMONWEALTH'S ATTORNEY	August 20, 2020 Officer requests to transfer the vacant annual salary of the following position to Temporary Salaries. Officer states that he does not intend to fill the position in FY21.		\$0.00	Approved per the Compensation Board's FY21 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

FIPS	Office Code	Locality Name	Request Date	From Permanent Position	Class Code	To Category	Current Salary	Amount Requested	Pro-Rated Amount Approved
057	772	Essex County	08/17/20	00003	ATTI	Temporary	\$56,697	\$56,697	\$51,972.25
		Essex County Total					\$56,697	\$56,697	\$51,972.25

773-21-02: CIRCUIT COURT CLERKS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>CONSENT DOCKET</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
PRINCE WILLIAM COUNTY	CIRCUIT COURT CLERK	August 20, 2020 Officer requests to transfer \$24,002.83, the remaining salary from vacant position 00043 at an annual salary of \$26,185 from August 1 – June 30, 2021. Due to the position Reallocation Policy, this office must hold one staff position vacant in FY21; however, vacancy savings from this position held vacant may be transferred to another budget category for expenditure.		\$0.00	Approved per the Compensation Board's FY21 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

FIPS	Office Code	Locality Name	Request Date	From Permanent Position	Class Code	To Category	Current Salary	Amount Requested
153	773	Prince William County	8/20/20	00043	DCI	Temporary	\$26,185	\$24,002.92
		Prince William County Total					\$26,185	\$24,002.92

771-21-02: COMMISSIONERS OF THE REVENUE

NEW BUSINESS:

		CONSENT DOCKET			
<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>		<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
COVINGTON CITY	COMMISSIONER	<p>August 4, 2020 Officer requests approval for the Compensation Board to reimburse the City of Covington for expenses incurred for legal service in the Paxton civil suit, pursuant to §15.2-1606 of the Code of Virginia, in the amount of \$775.50.</p> <p>The Division of Risk Management provided documentation that this case was not eligible for coverage under the VARISK plan's protection.</p> <p>The Commissioner states that the City has paid the bill submitted by legal counsel and has provided a copy of the paid check and invoice to the Compensation Board.</p>		\$775.50 (\$387.75 reimbursed)	The Compensation Board approved an additional allowance in the amount of \$775.50 (reimbursable amount of \$387.75) in accordance with §15.2-1606, Code of Virginia.

774-21-02: TREASURERS

NONE.

OTHER MATTERS

NEW BUSINESS:

		REGULAR DOCKET		
	<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>
				<u>COMPENSATION BOARD ACTION</u>
1.	MEETING MINUTES	COMPENSATION BOARD	Staff presents minutes for approval as follows: Docket #21/01.	N/A Approved.
2.	COMPENSATION BOARD MEETINGS	COMPENSATION BOARD	Confirmation of upcoming Board meetings: Thursday, September 24, 2020 at 10:00 a.m. and Thursday, October 22, 2020 at 10:00 a.m.	N/A Confirmed.
3.	CONVERSION OF PART-TIME COMMONWEALTH'S ATTORNEYS TO FULL-TIME STATUS	COMPENSATION BOARD	Staff requests consent of the Compensation Board for Commonwealth's Attorneys' conversion request from part-time to full-time status. Of 3 part-time Commonwealth's Attorneys' offices eligible to elect conversion to full-time status, Craig County's Commonwealth's Attorney has elected to convert. With the Compensation Board's concurrence, staff will prepare a budget amendment for consideration during the Fall, 2020 budget development process to fund the conversion of this office, effective July 1, 2021. Anticipated cost to convert this office to full-time status is \$93,200 in FY22 and \$100,865 (annualized) in FY23.	N/A Compensation Board consents to officer's request pursuant to §15.2-1629 Code of Virginia, and concurs with staff plan to prepare for consideration during Fall, 2020 budget development process.
4.	TECHNOLOGY TRUST FUND COLLECTIONS & BUDGETING	COMPENSATION BOARD	Collections: FY21 collections for July totaled \$776,172.24, an increase of 25.30% compared to July collections in FY20. TTF Budgeting: FY21 TTF requests are currently being submitted by Clerks and will be presented for consideration by the Board at its September 24, 2020 meeting.	N/A Noted.

CLOSED MEETING
COMPENSATION BOARD DOCKET #21/02
August 27, 2020

NO CLOSED MEETING.

1) **MOTION FOR “CLOSED MEETING” by Chairman Tyrone Nelson. (_____ seconded the motion).**

- ☐ Under the provisions of Section 2.2-3711.A.1, Code of Virginia, I move that the Compensation Board hold a **Closed Meeting** to discuss personnel issues—discussion of interview applicants, assignment, appointment, promotion, performance, salaries, discipline or resignation of specific officers, appointees or employees.
- ☐ Under the provisions of Section 2.2-3711.A.7, Code of Virginia, I move that the Compensation Board hold a **Closed Meeting** for consultation with legal counsel and/or briefing by staff members pertaining to actual or “probable litigation” concerning

When the closed meeting is complete, the public body must ***immediately*** reconvene in open session and take a recorded vote of its members in roll call fashion.

MOTION BY CHAIRMAN (vacant): I move to certify that only public business exempt from the Act was discussed.
(_____ seconded the motion.)

Tyrone Nelson, Chairman	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Craig Burns, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Martha Mavredes, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>

AND

MOTION BY CHAIRMAN (vacant): I move to certify that only public business matters identified in the motion to convene the closed meeting were discussed. (_____ seconded the motion.)

Tyrone Nelson, Chairman	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Craig Burns, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Martha Mavredes, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Any member who cannot certify must state the specific details of the unauthorized discussion on the record. That record can be used as evidence in a lawsuit brought against the public body for violating the Act.

FOR YOUR INFORMATION NONE.

Public Body: Compensation Board
Date: August 27, 2020
Time: 10:00 a.m.
Location: Compensation Board Electronic Meeting by Conference Call
+1 617-675-4444; PIN: 974 140 325 6212#
Members: Tyrone Nelson, Chairman (present)
Craig Burns, Ex Officio member (present)
Martha Mavredes, Ex Officio member (present)

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